

MINUTES

Pelican Pointe Homeowners Association

Regular Monthly Meeting of the Board of Directors

November 23, 2015

This Meeting convened at the Lighthouse at 6:00 p.m. Present were Marcia Helfant, Cathy Moore, Caryl Shipley, Elly Valas, and Steve Susman. Also present was Mark Dougal, representing CPMG, Inc. Five guests attended, too. Helfant, acting as *President, pro tempore*, initially presided. She called for election of Directors.

Susman moved, which was seconded, that the following be elected and appointed as officers of our Association, to serve as such until their respective successors are duly appointed and elected:

Cathy J. Moore	President
Marcia Helfant	Vice-President
Steve Susman	Secretary and Treasurer

This slate was unanimously elected. Whereupon, Moore assumed the presiding position.

Homeowner forum. None of the guests offered any comments.

Welcoming Committee. Chairperson Sheila Powell reported that no newcomers had been “welcomed” recently, but would be welcomed when their contact data had been received by her Committee.

Social Committee. Powell reported that the Lunch Bunch convened at the Monaco Inn on November 10, an enjoyable event for all who attended. Further, she reported about our Annual Dinner/Meeting, held at Blossoms Restaurant in Windsor Gardens on November 19. 106 persons attended this year, the same number as in 2014 . This year’s cost was approximately \$2100., at \$19.50 per plate. Some residents/homeowners appeared for the meal without having RSVP’d; three persons who did RSVP failed to appear.

Landscape Committee. Committee Liaison Shipley reported that C. Topelson, T-104, requested the pick-up of a considerable number of leaves at her unit. Shipley said she’d respond, advising the homeowner that it will be spring before we can again deal with leaves.

Investment Committee. Susman, the only remaining person on this Committee, reported that, on Dec. 9, a \$100,000 CD will mature, part of our portfolio at RBC Wealth Advisors. He said that there was no present need to retain those funds in RBC’s money-market place-holder. Our HOA

will anticipate no liquidity problems in our reserves in the near future. For example, in March and July 2016, CDs at Westerra Credit Union will mature, about \$140,000 each. Furthermore, our reserve account at Mutual of Omaha Bank is holding uninvested funds beyond our short-term needs for capital liquidity. Anticipated capital expenditures in the near-term include our omnibus concrete project, and probably some capital expenses to pay for those portions of our roof renewal project that will not be paid for by our insurer (such as new gutters).

In view of the foregoing, Helfant moved, seconded by Valas, that we instruct our managers to move \$50,000 from our Bank reserves into our RBC account; and that we instruct RBC to invest \$150,000 into a one-year instrument. Helfant suggested two mortgage-backed securities, at \$75,000 each; we will await RBC's advice on such selection and allocation.

Entrance gates. The Board previously had been advised that three of its electromagnetic loops, buried beneath our entrance pavers, were now inoperable, and would have to be replaced. A representative from ASR Companies, which recently replaced some of the pavers, suggested that we should try an above-ground approach to resolving our entrance gate issue. At this time, the entrance gate will not close.

Dougal had invited a representative from Wizard Works to address our Board at this Meeting. This representative explained that the "approach" loops, outside our gate, indeed, were not functioning. But he said there was a preferable solution: His firm would install a set of "electric eyes," photoelectric sensors, all above ground, essentially by-passing the function of the outside loops. The function of those loops, as well as his suggested sensors, is to prevent the entrance gates from closing upon a person or a vehicle, once it has passed through that gate. He said that the "new standard" for these operations is called "UL325", a safety standard that will eventually be incorporated into local building codes. The price of the installation would be approximately \$960. Helfant moved, which was seconded, that we contract with Wizard Works to install this system. The motion passed unanimously.

Damaged fence sections. On or about Nov. 21, several vehicles crashed into sections of our perimeter fence, along SouthValentia Street. According to James Vialpando, our preferred wrought-iron expert, at least four sections were torn away from their moorings and severely damaged. Vialpando thought he could repair, perhaps, a couple of them and would have to reconstruct the others. He bid \$975 verbally to Dougal, who had summoned him promptly at Susman's suggestion. Valas moved, which was seconded and unanimously passed, that Vialpando should be told to proceed with the reconstruction. Susman said that we installed two concrete-filled bollards several years ago near the roundabout (the City stole one when expanding the roundabout); and that some of those would be helpful in protecting that fence. That fence has been the victim of several vehicular cashes. The bollards might infringe upon City property. Susman said he'd investigate with the City engineering department, to try to

determine whether the City's property-line would preclude such a salutary program of bollards. Our insurance will not cover this damage, because of our deductible. We have no record of the identity of any of the drivers, although a witness noted one of the license-plate numbers and forwarded that data to Dougal. The police may or may not have been on-scene.

Our omnibus concrete project(s). Dougal reported that the bid from Rocky Mountain Concrete, dba A-1 ChipSeal, does now include the entrance drain-pan. However, the Board noted that the Rocky Mountain bid was so far below that of Brown Brothers, especially considering the drain-pan, that we should re-examine these bids with a view to understanding this unusual discrepancy. Rocky Mountain had allocated about \$3,000 to the drain-pan, whereas Brown Brothers had priced the drain-pan alone at about \$14,000. Valas suggested that we obtain at least two references from Rocky Mountain Concrete before awarding them this contract.

Jim Cuellar, handyman. Susman and others had praise for Cuellar. So far, Cuellar has been a self-starter on odd tasks in our complex; had strung the holiday lights on our four small buildings; had diagnosed and solved the problem of a destroyed spotlight near our entrance; had cleaned selected gutters; had been tending to the four dog waste receptacles; and had done other work here. Susman had met with Cuellar, and had suggested to him the following new compensation arrangement:

- Beginning as of Nov. 21, his hourly rate would be \$25 instead of \$20. He would work on projects here about 24 hours per week, such hours to be allocated by Cuellar himself.
- His compensation would amount to \$600 per week, but he would be paid monthly, on such dates as Susman, Cuellar, and CPMG would mutually arrange. Our HOA and Cuellar would convene at the end of February 2016 to review his compensation and any other matters.

It was moved and seconded that the foregoing financial arrangement with Cuellar be adopted. This passed unanimously. It was further moved and seconded that our HOA obtain a \$100 gift card for Cuellar, as a holiday gift, for his extraordinary services to date, as our independent contractor. This motion passed unanimously.

Meeting site. No new Board meeting site has yet been determined for 2016. Moore has contacted the Lowry authority for possible use of their facility, but the person handling that at Lowry has been unavailable. Moore also volunteered to go to Windsor Gardens, to speak with one "Cynthia," in their office. Another suggestion was the Cherry Creek Challenge School, where the Lighthouse hosts its annual meeting. Moore will continue to follow these leads. The Lighthouse will be available, but at \$100 per session, up from \$50.

Raingutter cleaning. In previous discussions, the Board determined that all our raingutters should be thoroughly cleaned as soon as practicable – because so many of them are apparently

clogged. That clogging results in overflowing gutters, and substantial, costly damage to the interior walls of our buildings. Our 2016 operating budget allocates \$18,000 for professional cleanings. The Board had been presented with two proposals by Dougal – one from Skyline Roofing, \$15,190, and one from SPCS, \$14,250. The latter was detailed and business-like. Helfant moved to accept the SPCS proposal. This was seconded and unanimously passed. Cuellar is cleaning only those gutters deemed urgent by CPMG or our HOA, pending SPCS' engagement. It was noted, too, that a majority of our present gutters will probably be replaced as part of our new-roofing project; but the timing and conclusion of that project are indeterminate. Further, when that project is finished, we can anticipate some debris, sloughing off the new roofs (e.g., nails), which will require our attention again then.

Fixing roof leaks temporarily. Susman reported that Eco Roof, via Shawn Standifer, was providing temporary repairs for leaking roofs to those of our townhomes reporting such leaks. These repairs are and will be devised to stop the leaks, pending the installation of our new roofing. Billing for these “temporary” fixes would be discussed with Eco Roof later, perhaps as part of the discussion of the “extras” remaining after our insurer defines what it will and won't pay for.

Distribution of our new handbook inserts. Moore reported that all attendees at our Nov. 19 Annual Meeting received their new handbook inserts, meaning that (a) we will have to mail to absentee landlords their new inserts, and (b) we would have to distribute these inserts to those residents who didn't attend that Meeting. Moore estimated the cost of mailing each package of inserts at \$3.40 (first-class mail). She said about 150 such mailings would cost about \$510.00. Whereupon, guest Reba Walker (CC-101) volunteered to distribute these packages to residents who did not attend the Meeting, thereby saving our Association a considerable sum.

Miscellaneous ratifications. The following ratifications were unanimously approved:

- Adam Graff, contractor, \$1960 for repairs to exterior of H-104 (Martinez), now completed.
- \$894 to Gamino Printing, for printing the new handbook inserts (over 32,000 pages).
- A fine of \$75 against the absentee-owner of #LL-103 for failure to submit to CPMG the lease for that unit, notwithstanding multiple requests. This was not the landlord's first fine for this situation.

Minutes and financials. The Board unanimously approved the Minutes of our Board Meeting of October 26; and unanimously accepted the financial statements prepared by CPMG, dated October 31, 2015, subject to audit, and subject to correcting some mis-allocations of operating expenses (which Susman will resolve with Jenna Williamson).

Prepared and submitted by Steve Susman. Approved by the Board on December 28, 2015:

_____, Title _____

